



# City of Austin Municipal Court

Address: 700 E. 7th St., Austin, TX 78701  
Mail: P.O. Box 2135, Austin, TX 78768  
Phone: (512) 974-4800; Fax: (512) 974-4882

Email: court@austintexas.gov Internet: www.austintexas.gov



## Driver Safety Request

**Must be submitted or postmarked no later than the appearance date on your citation. See other requirements below. Not available to anyone with a commercial driver license or a juvenile (under 17 years of age at the time of violation). More information is available at [www.austintexas.gov/court](http://www.austintexas.gov/court).**

Case or Citation Number: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Name (Please print): \_\_\_\_\_

\_\_\_\_\_ Address is correct as shown in case file; OR

\_\_\_\_\_ Address has changed to: \_\_\_\_\_

(Please print)

I hereby enter a plea of "no contest" to the violation of \_\_\_\_\_  
(must be a traffic violation) and waive my right to trial. I request the Court allow me to complete a Driving Safety Course for this case. I understand if I successfully complete the course by the due date established by the court, my case will be dismissed. If I do not complete the terms of the Driving Safety Course, I will be sent a notice to appear in court to show cause why I did not complete the terms of this deferral. If cause is not sufficient, I understand that the Driving Safety will be revoked and I will be found guilty of the offense.

I understand that if found guilty, the conviction will be reported to the Department of Public Safety to be placed on my driving record. I understand that I have **90 days** to take the course and submit both the certificate of completion and a copy of my driving record to the court as indicated below. I understand that I have 90 days after the processing of this request by the court to submit proof:

1. Take an approved driving safety course and submit the original "court copy" of the certificate naming "Austin Municipal Court";
2. Obtain a copy of your driving record (version 3 or 3A) from Texas Department of Public Safety.

You may view the date your request has been processed online: <https://www.austintexas.gov/AmcPublicInquiry/help.htm>

### Affidavit for Driving Safety

I SWEAR OR AFFIRM that I am not in the process of taking a Driver Safety Course or Motorcycle Operator's Training Course and that I have not completed a Driver Safety Course or Motorcycle Operator's Training Course to have a case in any court in the State of Texas dismissed and no such course will appear on my driving record has having been completed within the last 12 months preceding the date of this offense.

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Defendant Signature

\_\_\_\_\_  
Deputy Court Clerk or Notary Public In and for the State of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**Do not take a driving safety course before submitting the information listed on page 2 to Austin Municipal Court.**

**Do not take a driving safety course before submitting the information listed below to Austin Municipal Court**

1. This completed document (notarized or brought to one of our locations);
2. Proof of valid vehicle insurance policy or other form of financial responsibility;
3. Copy of valid non-commercial Texas driver license (unless in the military);
4. Check for **\$113.00 or \$138.00** if the offense happened in a school zone. You may have incurred additional penalties (collection, warrant and/or driver license fees.) Those fees must be paid if applicable to your case.

Send to Austin Municipal Court, P.O. Box 2135, Austin, TX 78768  
Visit one of our three Austin locations: Main Courthouse, 700 E 7th Street; Jaime Padron Substation, 12425 Lamplight Village Avenue; South Substation, 5700 Manchaca Road.

Email us at [court@austintexas.gov](mailto:court@austintexas.gov)

Case information is available at [www.austintexas.gov/public](http://www.austintexas.gov/public)